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TO: The Honorable City Council

FROM: David Whitaker, Director   
Legislative Policy Division Staff

DATE: November 13, 2014

RE: **Monthly Reports due from the Administration to Council  
Pursuant to EM Orders 38-42 starting November 17, 2014**

As Council will recall from the Emergency Manager (EM) Orders signed on September 25, 2014, the administration committed at that time to provide Your Honorable Body with monthly reports regarding staffing issues in the Executive Branch departments mentioned in those EM Orders, beginning on November 17, 2014.

**The following list of reports falls due on Monday, November 17, 2014:**

**EM Order 38, Order Modifying Planning and Developing Department and Establishing Housing and Revitalization Department:**

¶ 14: Any employment position or new classification created on or after the date of this order, including the compensation range of that new position for HRD & PDD (Housing Revitalization and Planning & Development)

¶ 21: A monthly report by the Executive Branch Departments of the City described in EM Order 38

**EM Order 39, Order to Create the Department of Information Technology:**

¶ 14: Any employment position or new classification created on or after the date of this order, including the compensation range of that new position for DOIT (Information Technology)

¶ 18: A monthly report by the Executive Branch Departments of the City described in EM Order 39

**EM Order 40, Order Restructuring the Human Resources Department:**

¶ 14: Any employment position or new classification created on or after the date of this order, including the compensation range of that new position for HRD, including Office of the Human

Resource Director, Office of the Human Resource Operations, Office of Talent and Performance Management, Office of Classification and Compensation, Office of Policy and Planning, Office of Labor and Employee Relations (Labor Relations Division), and Center for Workforce Development

¶ 18: A monthly report by the Executive Branch Departments of the City described in EM Order 40

**EM Order 41, Order Establishing Centralized Financial Management Organizational Structure:**

¶ 11: Any employment position or new classification created on or after the date of this order, including the compensation range of that new position for Office of the Chief Financial Officer (CFO), Budget Department, Finance Department “and all their subordinate components, and all finance, budget, and grant related components of other City departments, divisions, and agencies”, Office of the Assessor (Assessments Division), Office of the Treasury (Treasury Division), Office of the Controller (Accounts Division), Office of Contracting and Procurement (Purchasing Division), Office of Grants Management (Grants Management Department), Office of Budget (Budget Department), and Office of Financial Planning & Analysis

¶ 18: A monthly report by the Executive Branch Departments of the City described in EM Order 41

**EM Order 42, Order Addressing Issues Relating to the Termination of the Emergency Manager’s Tenure and Transition of City Operations to the Mayor and City Council:**

¶ 14: Any employment position or new classification created on or after the date of this order, including the compensation range of that new position by the Human Resource Director

If Council has any additional questions or concerns regarding this matter, LPD would be pleased to provide further research and analysis and report back regarding same.